



Featherstone Town Council

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Regenerating Supporting & Caring for our Community

5th March 2015

Dear Councillor,

ADMINISTRATION & FINANCE COMMITTEE

You are summoned to a MEETING of the ADMINISTRATION & FINANCE COMMITTEE of FEATHERSTONE TOWN COUNCIL to be held in the COUNCIL CHAMBER, OLD TOWN HALL, FEATHERSTONE on Thursday **12th MARCH 2015 at 10.30am**

Sue Coles.
TOWN CLERK

AGENDA

1. WELCOME AND APOLOGIES

2. MEMBERS DECLARATIONS OF INTEREST

3. PUBLIC PARTICIPATION

The meeting is to be opened for the public to address Members on matters relevant to the business of the committee. However residents cannot take part in the main proceedings of the meeting, this is strictly limited to Councillors.

4. PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960

To consider, if thought fit, a resolution under the terms of the public bodies admission to meetings act that the press and public be excluded from any items relating to Staff Matters plus at any part of the meeting by reason of the confidential nature of the business being transacted.

5. MINUTES OF PREVIOUS MEETINGS

- a) To receive the Minutes of the Administration & Finance Committee meeting held on the 11th February at 6pm. Minute numbers 334/15 to 353/15

6. WEBSITE AND FACEBOOK UPDATE

Members will be updated regularly in this section on the progress of the new website and the contribution of Facebook to the Town Council's media coverage.

7. NEWSLETTER

Members will be updated on the progress of the winter edition of the newsletter.

Town Clerk Ms Sue Coles MILCM



8. MILLPOND MEADOWS COMMEMORATIVE PROJECT UPDATE

If any.

9. FIELDS IN TRUST CENTENARY FIELDS

If any.

10. ANNUAL TOWN MEETING

The Annual Town Meeting is to be held on the 18th March 2015 in the Methodist Church Hall. Members will be updated at that meeting.

11. PUBLIC LIABILITY

MIN 250/14 refers. Members will be updated at the meeting.

12. INTEREST RATES AND ACCOUNT BALANCES

Please see attached report with suggestions for increasing the interest received on the Council's bank balances..

13. BANK RECONCILIATION

Bank reconciliations with invoices and cheque book will be available at the meeting for Members to view.

14. ZURICH INSURANCE POLICY

The new policy schedule has been received and the payment will be made in the new financial year.

15. FINANCE REPORTS

a. List of Accounts totalling £0.00 as attached.

b. List of income totalling £0.00 as attached.

Plus any other invoices which have been received prior to the meeting.

RECOMMENDATION: Members to approve payments list and note income.

16. BUDGET 2015/16

A budget comparison report from the 1st April 2014 to the 12th March will be given at the meeting.

RECOMMENDATION: Members to approve.

PRIVATE & CONFIDENTIAL

17. STAFFING MATTERS

A report will be made to the meeting if any matters have arisen for Members attention.
i.e. Holidays, Sickness.

18. Closure & Dates of Next Meetings:

2015

Administration & Finance Committee Wednesday 15th April at 6pm

Full Council Wednesday 15th April at 7pm (Last meeting until Mayor Making on 20th May 2015).